UNITED
NATIONS

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Secretariat

ST/AI/309/Rev.2
18 February 1997

ADMINISTRATIVE INSTRUCTION

To: Members of the staff

From: The Assistant Secretary-General for Conference and Support Services

Subject: AUTHORITY OF UNITED NATIONS SECURITY OFFICERS*

1. United Nations security officers function as agents of the Secretary-General to preserve order and to protect persons and property within the Headquarters area. All persons on the premises are expected to comply with the directions that may be issued by the security officers in the performance of their functions. Security officers, and all staff members, are expected to exercise their functions with courtesy and in conformity with established rules and regulations, including applicable local law.[1]

2. Security officers are authorized to search persons, vehicles, handbags, briefcases or packages and to seize property if they have reason to believe that any person is carrying an unauthorized weapon, explosives or other dangerous substances or narcotics, or is removing property from the premises without proper authorization. Vehicles entering the premises will be subject to search by security officers on duty at entry/exit gates. The removal of United Nations and/or personal property from the premises of the United Nations is governed by administrative instruction ST/AI/193/Rev.1 of 24 June 1977, on material and package passes.

* Personnel Manual index No. 13110.

[1] Subject to the provisions of this instruction, security officers are authorized, within the limits permitted by local law, to effect arrest, including the use of force, where the person to be arrested is committing or attempting to commit an offence or has in fact, committed a felony. (See "Legal Guidelines", Handbook for Personnel of the Security and Safety Service, p. 60, part IX, sect. 9.03.)

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3. Refusal to comply with directions issued by the security officers within their authority may result in removal from or denial of access to the premises and shall be reported by the Chief, Security and Safety Service, to the Assistant Secretary-General, Office of Conference and Support Services, for appropriate action.

4. Compliance with and application of the present administrative instruction in no way prejudices the duties, obligations and privileges of staff members, under the Staff Regulations and Rules, or their right to file complaints with the Assistant Secretary-General, Office of Conference and Support Services, through the Chief, Security and Safety Service, if directions by security officers are thought to be unfair or unjust.

5. This instruction supersedes administrative instruction ST/AI/309/Rev.1 of 17 February 1984.